

TOWN OF NATICK CONSERVATION COMMISSION
APPLICATION PROCEDURE

When submitting a Request for Determination of Applicability (RDA) or Notice of Intent (NOI) to the Natick Conservation Commission under the Wetlands Protection Act (Chapter 131, Section 40), please be aware of the following procedures:

- Applications can be downloaded from the Department of Environmental Protection web site at: <http://www.magnet.state.ma.us/dep/appkits/forms.htm>
- Completed applications must be submitted to the office 14 days prior to the scheduled meeting date.
- Two copies of the application (including all applicable plans and attachments) should be submitted to the Natick Conservation Commission. One copy of the application should also be submitted to the Massachusetts Department of Environmental Protection at the following address:

Massachusetts DEP- Northeastern Region
Bureau of Resource Protection- Wetlands
205A Lowell Street
Wilmington, MA 01887

The DEP then assigns a number to NOI's for reference.

* Additional regulations include:

Rivers Protection Act

Department of Environmental Protection Stormwater Management Policy.

- Applications should include: a Site Plan showing existing and proposed structures, proximity to wetlands, streams, rivers, ponds, aquifers or other water bodies and the proposed location of erosion control methods (i.e.: haybales and/or silt fences). A description of the building materials and methods to be employed should also be provided. Applications should also include the appropriate Assessor's Map and Lot number of the property (available from the Assessor's Office at 647-6420).
- Applicants can find the date and time of their scheduled public hearing by checking the Agenda section of this site or by contacting Community Development (647-6450). The Commission or staff as part of the application procedure typically conducts site visits.
- The applicant must supply proof to the Commission of notification of abutters (certified green cards) prior to determinations. The Assessors' Office can provide a certified list of abutters.
- The Wetlands Protection Act requires a legal notice placed in a local paper (Metro West Daily News or Natick Tab) to notify the public of the project and it's hearing date. The Conservation Commission will bill the applicant for the cost of the advertisement (approximately \$50-\$80).

Please contact the Conservation Commission office at 647-6452 if you have any further questions.